

CITY OF WHITE CLOUD DOWNTOWN DEVELOPMENT AUTHORITY

12 N. Charles Street White Cloud, MI

Meeting Minutes

August 10, 2017

1. Call Meeting to Order & Roll Call

The Regular Meeting of the White Cloud Downtown Development Authority was held on the above date at the White Cloud City Offices. Chairperson Dan Abid called the meeting to order at 7:00 P.M.

Present: Vice-Chairperson Ryan Maike, Charles Chandler, Bob Scarlavai, Donald Barnhard, Norm Ochs, and Gary Anderson

Absent: Bill Hamilton, Ron Sanders, and Jerri Hitts

Also Present: City Manager Lora Kalkofen

Public Present: Ashley Zatalokin

2. Set/Amend Agenda

Moved by Scarlavai and **Seconded** by Anderson to approve the agenda of August 10, 2017 as presented.

Ayes: All **Nays:** None **Motion Carried**

3. Invocation

4. Pledge of Allegiance

5. Public Comment - None

6. Approval of Minutes

Moved by Barnhard and **Seconded** by Scarlavai to approve the meeting minutes of July 13, 2017 as presented.

Ayes: All **Nays:** None **Motion Carried**

7. Financials

DDA was presented with the financial statements for June & July. The expenses incurred were from Consumer's Energy for the electronic message sign and the designing expense for the Airport Runway Project. These expenses totaled \$1,438.74.

Moved by Anderson and **Seconded** by Barnhard to receive the financials as presented.

Roll Call Vote

Ayes: Scarlavai, Anderson, Chandler, Abid, Ochs, Barnhard, and Maike

Nays: None

Absent: Hamilton, Sanders, and Hitts

Abstained: None

Motion Carried

8. Unfinished Business

a. **Benson Street** – This project is on track to be completed by the end of the year.

b. **Banners for Street Poles**

The DDA was presented with examples of banners. Abid and Kalkofen have been working with a marketing and branding company for the City logo and banners. The pricing came back for the banners at about \$5,300 for all 41 decorative lights. They have discussed using the slogan "A trail for every season" on the banners and having an image reflecting the slogan.

Moved by Maike and **Seconded** by Scarlavai to set a spending limit not to exceed \$6,000 for the banner project.

Roll Call Vote

Ayes: Scarlavai, Anderson, Chandler, Abid, Ochs, Barnhard, and Maike

Nays: None

Absent: Hamilton, Sanders, and Hitts

Abstained: None

Motion Carried

The DDA began discussion on what images they would like to see displayed on the banners. Kayaking, hiker, snowmobilers, and fishing were the four main designs reflecting the four seasons. Each banner will have one image with the slogan and will alternate on each pole.

Moved by Barnhard and **Seconded** by Scarlavai to have kayaking, hiker, snowmobilers, and fishing as the four designs to use on the banners.

Ayes: All **Nays:** None **Motion Carried**

- c. **Sidewalk and Wall Estimates** – The project is starting next week. The blocks will be laid out for the wall within the month.
- d. **Father's Fly-In Proceeds** -
The Father's Day Fly-In was a success even though the weather was not favorable. Due to the weather airplane rides were put on hold. Proceeds in the amount of \$577.67.

9. New Business

a) Additional Cost for Runway Resurfacing Project

DDA was presented with the additional engineering and design costs for the Runway Resurfacing Project. Due to the time of year it is really difficult for any concrete or asphalt work to be done. The lowest bidder came back with a \$209,936.20 for the project. MDOT AERO accepted the bid this is going to cost the DDA an additional \$3,177.39. This project is sorely needed.

Moved by Ochs and **Seconded** by Barnhard to spend the additional cost for this project.

Roll Call Vote

Ayes: Scarlavai, Anderson, Chandler, Abid, Ochs, Barnhard, and Maike

Nays: None

Absent: Hamilton, Sanders, and Hitts

Abstained None

Motion Carried

b) Christmas Walk

The Christmas Walk Committee is looking for sponsorship to help with expenses for this program.

Moved by Scarlavai and **Seconded** by Maike to donate \$250 for the Christmas Walk program.

Roll Call Vote

Ayes: Scarlavai, Anderson, Chandler, Abid, Ochs, Barnhard, and Maike

Nays: None

Absent: Hamilton, Sanders, and Hitts

Abstained None

Motion Carried

c) Airport General Liability Insurance

Kalkofen renewed the airports general liability insurance for the same amount as the previous year.

d) CIP Changes

Capital Improvement Program through MDOT AERO is a five year plan. Kalkofen has changed the plan to be as follows:

- o 2017 – Rehab the Runway
- o 2018 – Runway Lighting
- o 2019 – No project to build funds for 2021 Project
- o 2020 – No project to build funds for 2021 Project
- o 2021 – Runway Resurfacing

e) City Logo – Still in progress

f) Resolution 2017-03 Budget Amendments

The cost for the runway sealing project came out of last year's budget after the current budget had already been adopted. This made the need to amend last year's budget.

Moved by Barnhard and **Seconded** by Scarlavai to approve Resolution 2017-03 Budget Amendments.

Ayes: All **Nays:** None

Motion Carried

10. Sidewalks & Streets

Kalkofen is currently working with Newaygo County Road Commission doing the City's street assessment. The City did some road repair work at the Industrial Park and on Newell St.

11. Chamber Update

Dan Abid gave an update on the Chamber. The Chamber is currently working on their goals and procedures. Marketing the Chamber is another area they are working on. The planning for Trail Town is going great and moving along steadily.

12. Airport – No update

13. Public Comment – Received.

14. Correspondence – None

15. Adjournment

There being no further business to come before the DDA, the Chairperson adjourned the meeting at 8:09 PM.


Lora Kalkofen, Secretary
Approved: